# 2N® Helios IP Manager

2N® Helios IP Door Intercom Configuring and Administering Software

# User Manual

| | |
|---|---|
| Version | 1.3.0 |
| Software | 1.3.x |

**www.2n.cz**

2N TELEKOMUNIKACE a.s. is a Czech producer and supplier of telecommunication equipment.

The company's product lines include GSM gates, branch switchboards, and door and lift communicators. For several years, 2N TELEKOMUNIKACE a.s. has been among the 100 best companies in the Czech Republic, and for twenty years it has been a symbol of stability and prosperity on the telecommunication technologies market. Currently, the company exports to over 120 countries around the world and has exclusive distributors on all continents.

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2N TELEKOMUNIKACE a.s. holds an ISO 9001:2000 certificate. All of the company's development, production, and distribution processes are managed in line with that standard and guarantee the high quality, technical standard, and professionalism of our products.

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# 1 Product Overview

In this section, we introduce the **2N® Helios IP Manager** product, outline its application options and highlight the advantages following from its use.

Here is what you can find in this section:

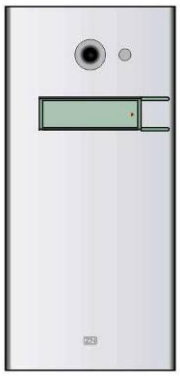
- Product Description
- Associated Products
- Upgrade
- Terms and Symbols Used

# 1.1 Product Description

The **2N® Helios IP Manager** application is used for setting up and administering intercoms of the 2N® Helios IP family. The application is intended for the intercoms system administrator and is installed on a computer that has access to the intercoms configured via a LAN network.

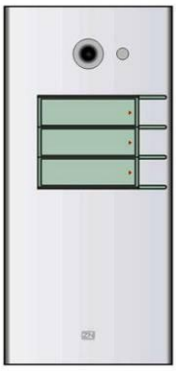
# 1.2 Associated Products

## Basic 2N® Helios IP Units



**9137111(C)E**

Basic unit
1 button



**9137131(C)E**

Basic unit
3 buttons

**9137161(C)E**

Basic unit
3×2 buttons

**9137111(C)KE**

Basic unit
1 button + keypad

**9137131(C)KE**

Basic unit
3 buttons
+ keypad

**9137161(C)KE**

Basic unit
3×2 buttons
+ keypad

**9137160(C)KDE**

Basic unit
3×2 buttons
+ keypad + display

(C) = integrated camera

# 1.3 Upgrade

The manufacturer reserves the right to modify the product otherwise than is shown in the documentation, in order to improve the product's properties.

| Version of the manual | Description of changes |
|---|---|
| 1.0.0 | ■ The Condensed User Manual corresponds to the 2N® Helios IP Manager application with version 1.0.1 |
| 1.0.1 | ■ The Condensed User Manual corresponds to the 2N® Helios IP Manager application with version 1.3.1 |

**Attention**

- The manufacturer responds to customer demands by continuously improving the software. The current software and the **2N® Helios IP Manager** User Manual are available on the www.2n.cz website.

# 1.4 Terms and Symbols Used

## Symbols Used in Manual

**Warning**

- **Always** abide by this information to prevent damage to the device.

**Attention**

- **Important information** for system functionality.

**Tip**

- Useful advice for quick and efficient functionality.

**Note**

- Routines or advice for efficient use of the device.

## Future Functions

The grey-marked text in this document designates the functions that are under preparation or development at present.

# 2 Software Installation

This section describes the installation of the **2N® Helios IP Manager** software.

Here is what you can find in the section:

- Minimum System Requirements
- Software Installation Process
- Application Licensing

# 2.1 Minimum System Requirements

## Minimum Requirements

| | |
|---|---|
| Operating system: | Windows XP SP2, Windows Vista, Windows 7 |
| Processor: | 1 GHz |
| Operating memory: | 512 MB |
| Available disk space: | x86 – 900 MB, x64 – 2 GB |
| Display resolution | 1024 x 768 pixels |

## Recommended Configuration

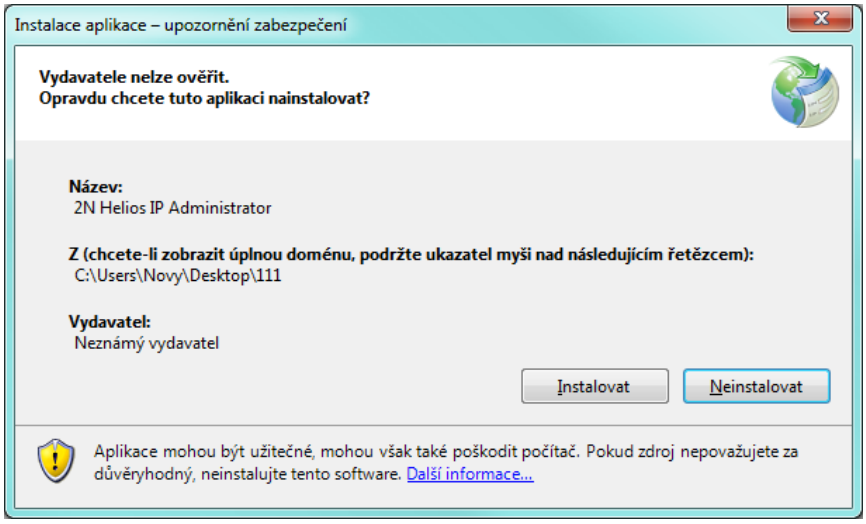
| | |
|---|---|
| Operating system: | Windows XP SP2, Windows Vista, Windows 7 |
| Processor: | 2 GHz |
| Operating memory: | 1 GB |
| Available disk space: | x86 – 900 MB, x64 – 2 GB |
| Display resolution | 1024 x 768 pixels |

# 2.2 Software Installation

The **2N® Helios IP Manager** application can be found on the enclosed product CD. The most current version can be downloaded from the www.2n.cz website.

The application can be installed on a computer featuring a Windows XP, Windows Vista, or Windows 7 operating system. Installation is done by launching the **setup.exe** file.

A security warning (see below) will be displayed during the installation; please accept it by pressing the Install (Instalovat) button.



# 2.3 Application Licensing

The 2N® Helios IP Manager is supplied as a 30-day demo version. The demo version functionality is limited to up to five devices to be configured within one project. The following licences are available:

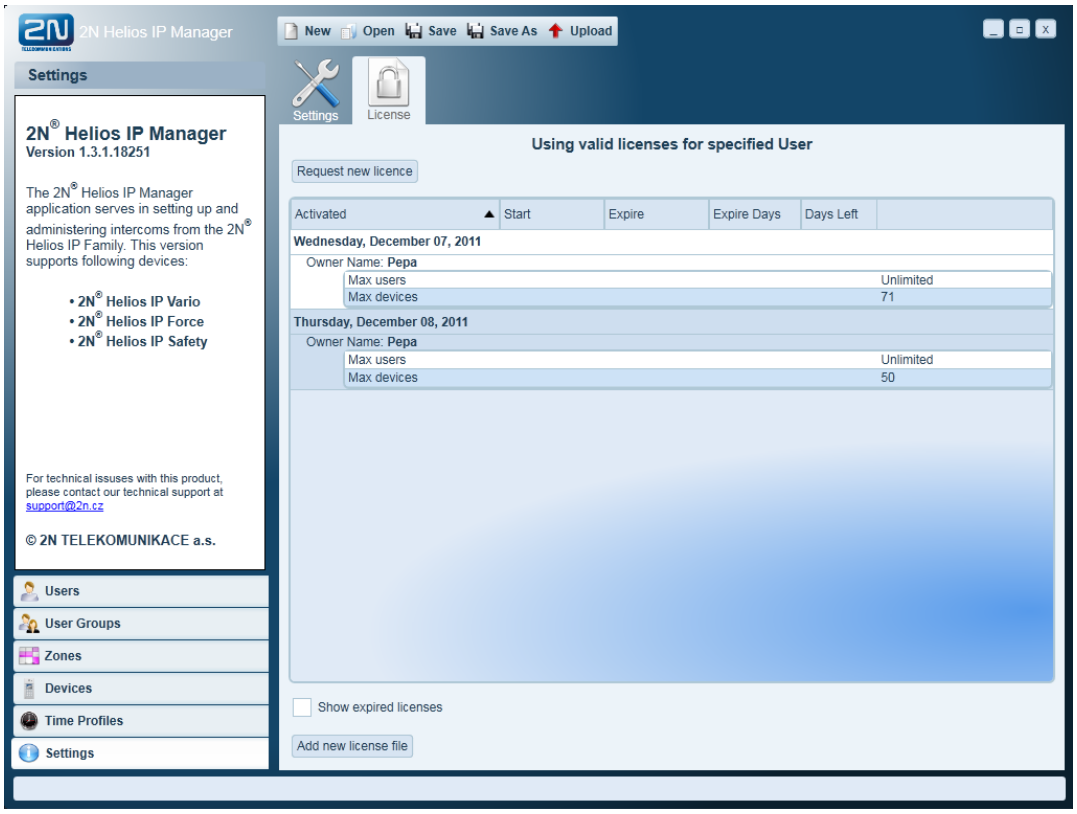
**9137911** - 5 devices

**9137912** - 20 devices

**9137913** - 50 devices

**9137914** - unlimited

A unique PC identifier is required for licence generation. Press the **Request new licence** button to get the identifier.



# 3 Application Controls

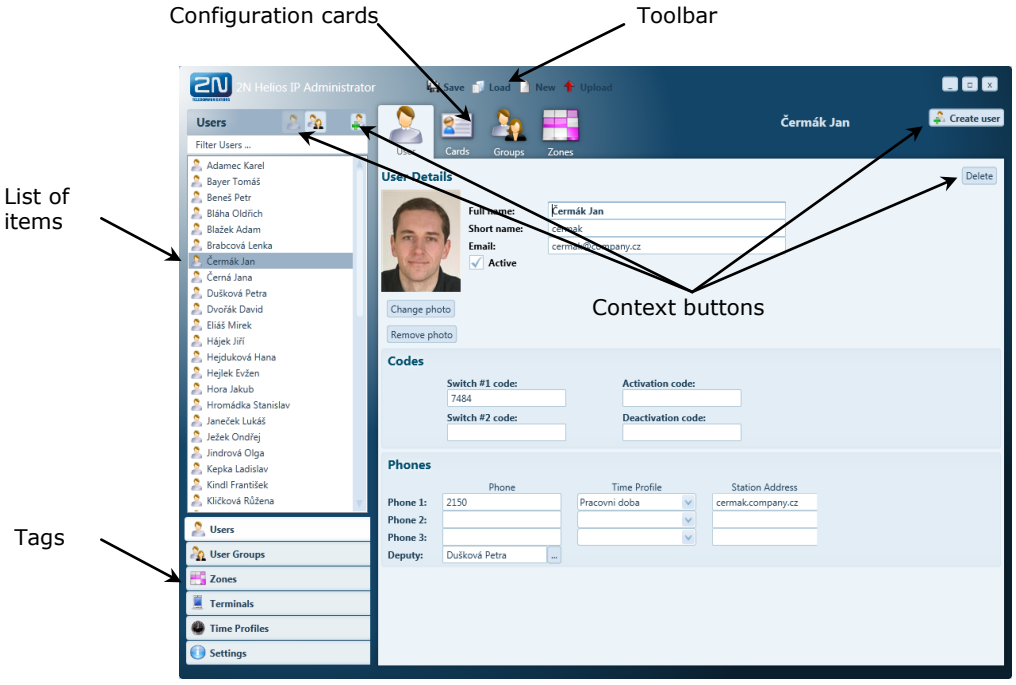
This section describes the controls of the **2N® Helios IP Manager** application

Here is what you can find in this section:

- Basic Controls
- Creating Zones
- Adding Devices
- Creating Users and User Groups
- Setting Time Profiles
- Saving Data in Devices
- Backing Up System Configuration

# 3.1 Application Controls

The application window is divided into several sections (see the figure below).




## Toolbar

A backup of the configuration of the administered intercoms is saved on the computer of the system administrator as an **xml** file. That file can be saved, loaded to/from a file, or to any of the intercoms using the toolbar buttons.

- **Save** – save a project in a file.
- **Load** – load a project from a file.
- **New** – set up a new project.
- **Upload** – send configuration to selected devices.

## Tags

The configuration of the intercom system is divided into several areas, between which switching is possible, by using the tags in the bottom left hand corner of the application window.

**Tip**

- Double-click on a tag to display a detailed list of the items (users, zones, devices, etc.).

## List of items

Displays the objects created (users, zones, devices, etc.) at the tag selected – parts of system configuration. By right-clicking on the item, a context menu can be called up, with an offer of actions related to the item.

## Context buttons

Buttons for the quick manipulation of the object displayed. The number and functions of the buttons depend on the currently chosen tag – part of system configuration. Usually, the following buttons are available:

- **Add** or **Create** – add or create a new item.
- **Delete** – delete an item.

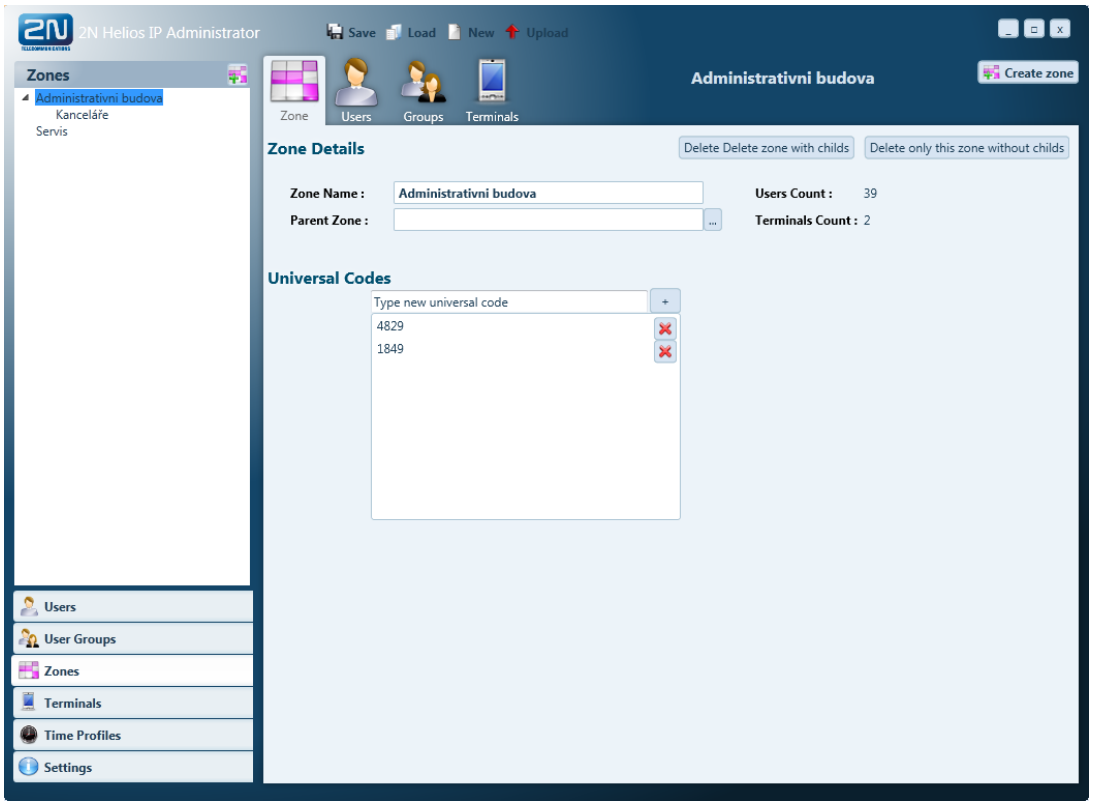
## Configuration cards

Configuration cards make the setup of the selected item clearer and well-structured.

# 3.2 Zones

An area or building entrance that is secured with door intercoms can be divided into so-called zones. Access to those zones can be restricted only to the people on a list.

Any number of zones can be defined in the system, and their hierarchies can be set up as required. When setting up a new configuration, at least one zone must always be created.




Creating a zone:

- Go to the item **Zones** in the tags.
- Call up the context menu **Add root zone** in the item list.
- Enter the zone name.
- Confirm the zone creation by pressing **Create**.

When creating zone hierarchy, proceed from the highest superior zone.

Creating a subordinate zone:

- Go to the item **Zones** in the tags.
- Call up the context menu **Add child root zone** in the item list.
- Enter the zone name and choose the Parent Zone.
- Confirm the zone creation by pressing **Create**.

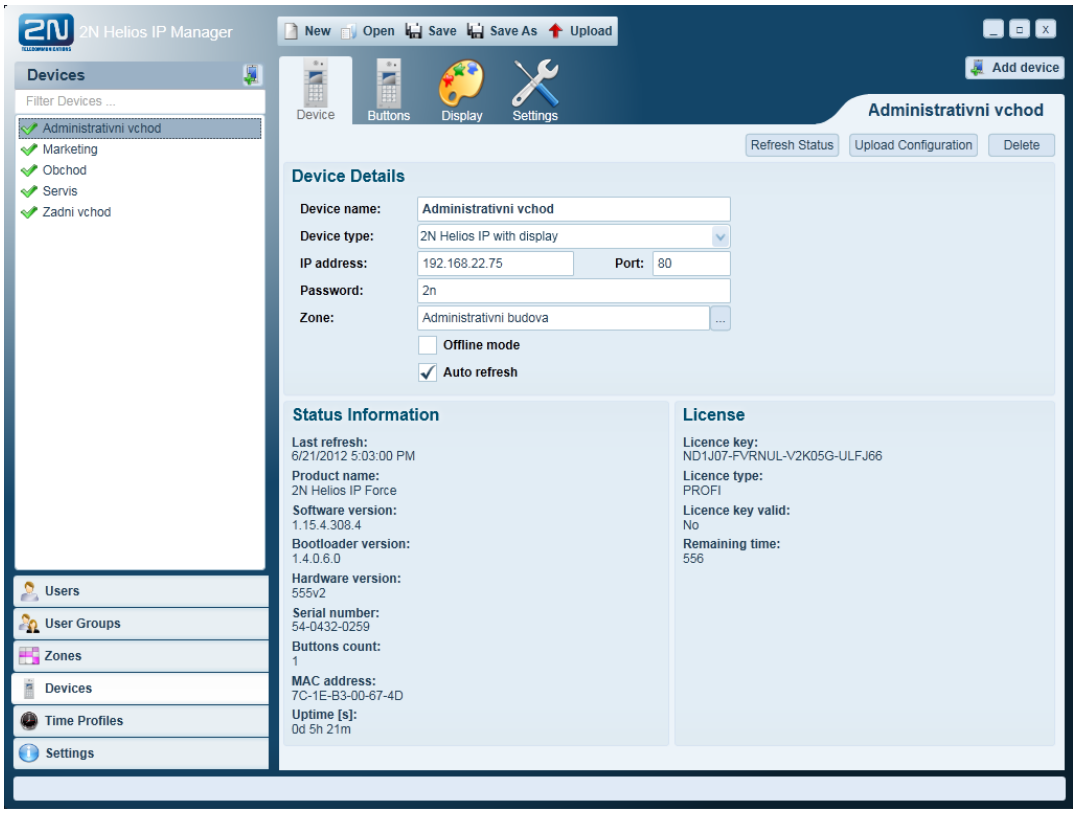
**Tip**

- When creating a subordinate zone, the currently selected zone is used as the implicitly set Parent Zone.

One or more universal numeric access codes can be assigned to each zone. These access codes can be used for fast and secure access to a zone with intercoms featuring a numeric keypad. The codes entered will apply to all devices in the given zone.

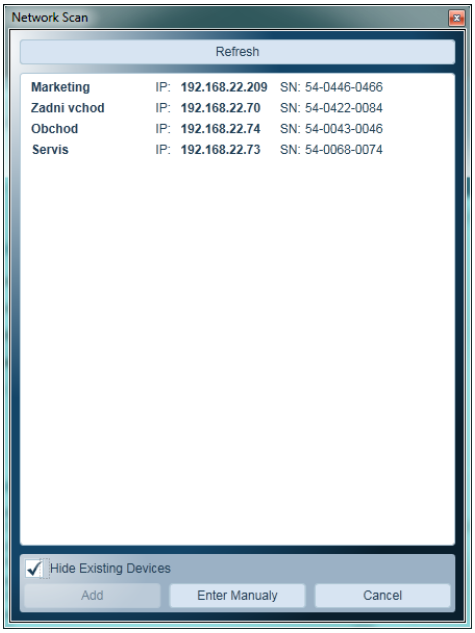
# 3.3 Devices

Every 2N® Helios IP intercom is represented in the application by a so-called **device**. A device is defined by its own IP address, communication port and access password.




Adding a physical device to system configuration:

- Go to the item **Devices** in the tags.
- Call up the context menu **Add new device** in the item list.
- Select a device from the list in the Network Scan window or select manual entering (enter the device name, IP address, access data and 2N® Helios IP type, and select zone).
- Confirm the creation of a device by pressing **Create**.




**Note**

- The device name is used for easily distinguishing devices in lists. It has no impact on the functioning of the system and its choice is up to the system administrator.

Having created a device, download the device configuration on Settings / Maintenance folder using **Download settings from device**.

**Tip**

- In the **Offline mode**, the application does not communicate with the given device. The function is useful for creating configuration without access to the given device.
- In the **Auto refresh** mode, information on the device is updated on-line. Disable the function to restrict current communication between the application and the intercoms via the network.

# Setting Telephone Directory

On the **Phone Book** folder, you can set the users to be called from the selected device with the quick (speed) dial buttons.

## Logical Folder

Use the folder to assign users to telephone directory positions. Click on the … button and select a user from the list to assign a user.

**Note**

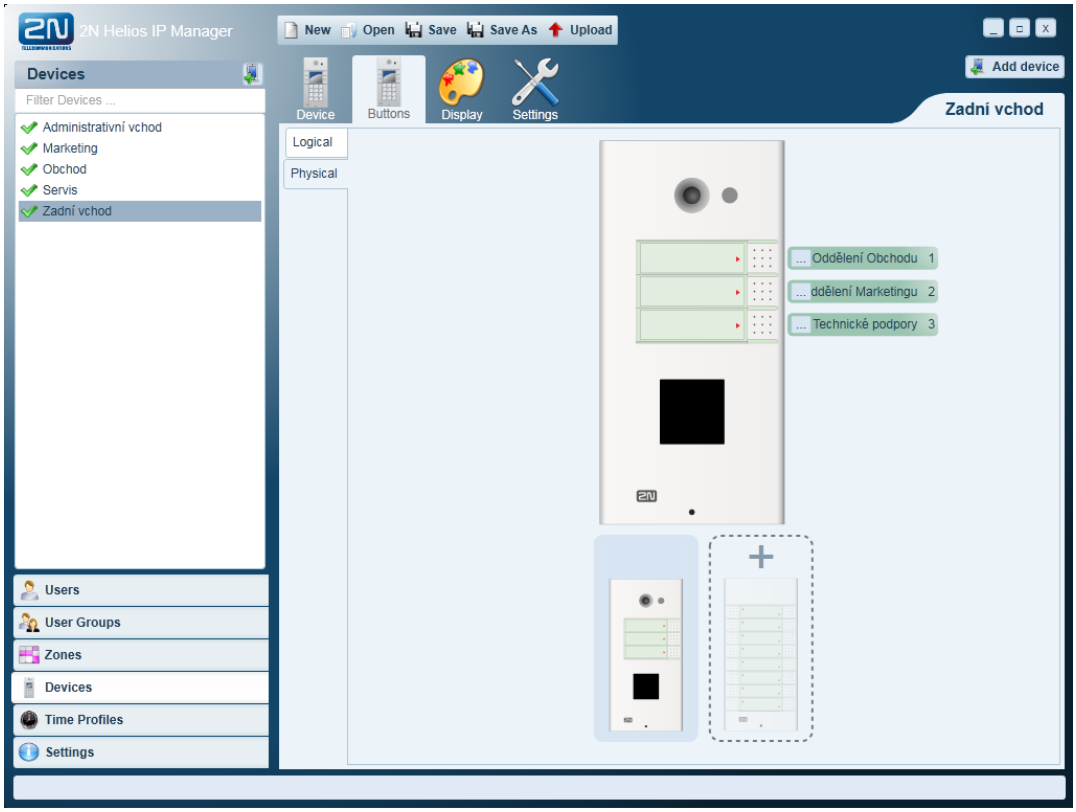
- The number of telephone directory positions depends on the model and licence of the given device.

**Tip**

- Configuring the telephone directory, consider the planned application of 2N® Helios IP and extending button modules (extenders). The first six telephone directory positions is used for the 2N® Helios IP buttons and positions 7 – 54 are assigned to the extenders.

### Physical Folder

Use the folder to assign users to speed dial buttons. To add the extenders and info panel, right click on the lower 2N® Helios IP image and select the type in the context menu. Use the Display folder on the main folder to set speed dialling for the display equipped models.

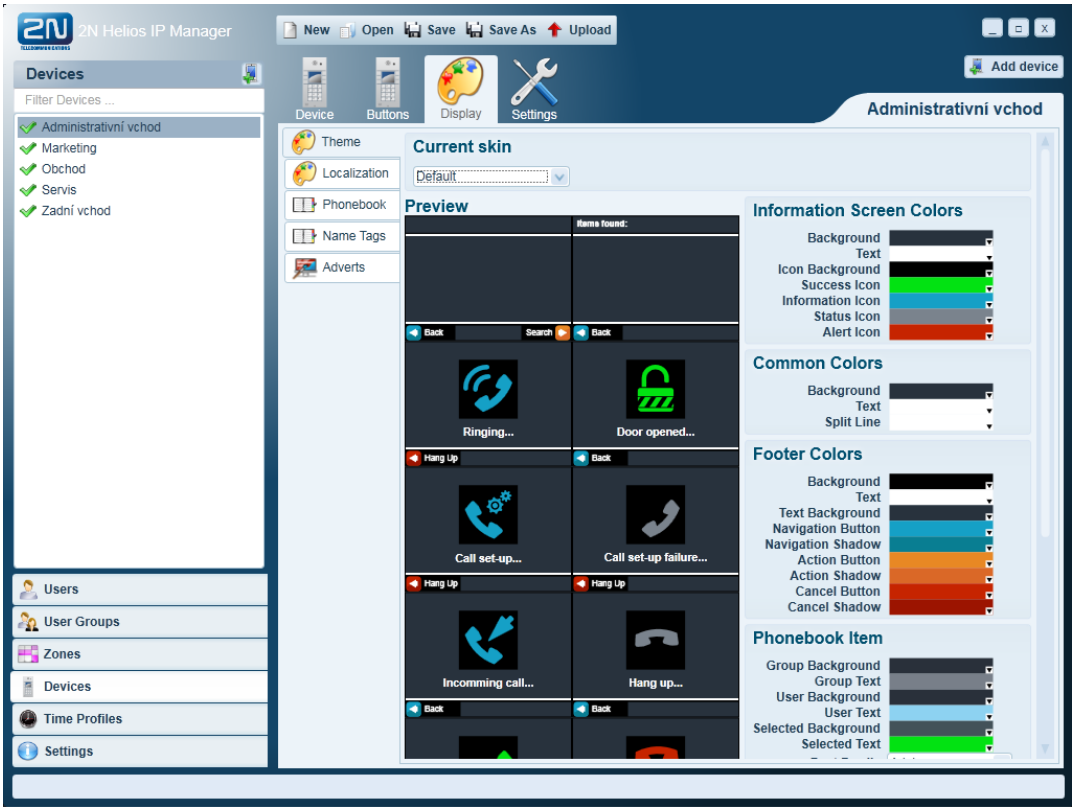



# Setting Display

Use the **Display** folder to set the information to be displayed on 2N® Helios IP. Use the folders below to set the display parameters.

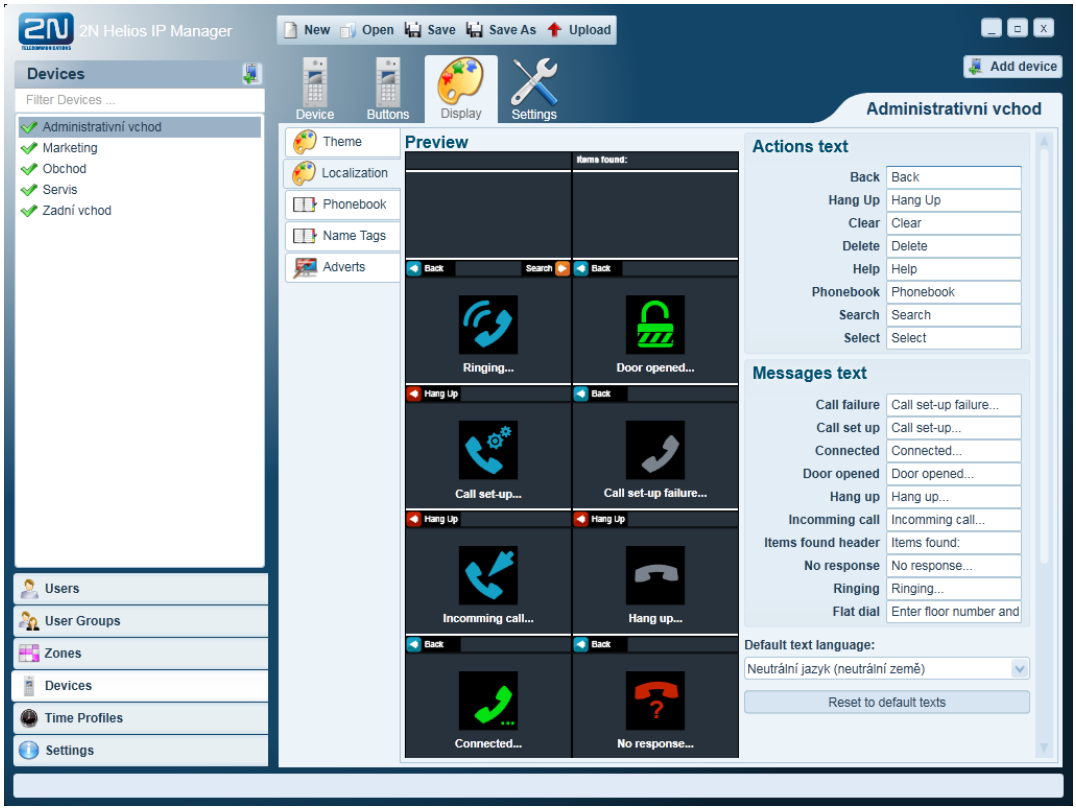
### Theme Folder

Use the folder to set the colours for status screen elements displayed during calls and at relax. Also set the default colour layout and font for the telephone directory items to be displayed.




## Localisation Folder

Use the folder to set the button tags and status reports to be displayed on 2N® Helios IP.

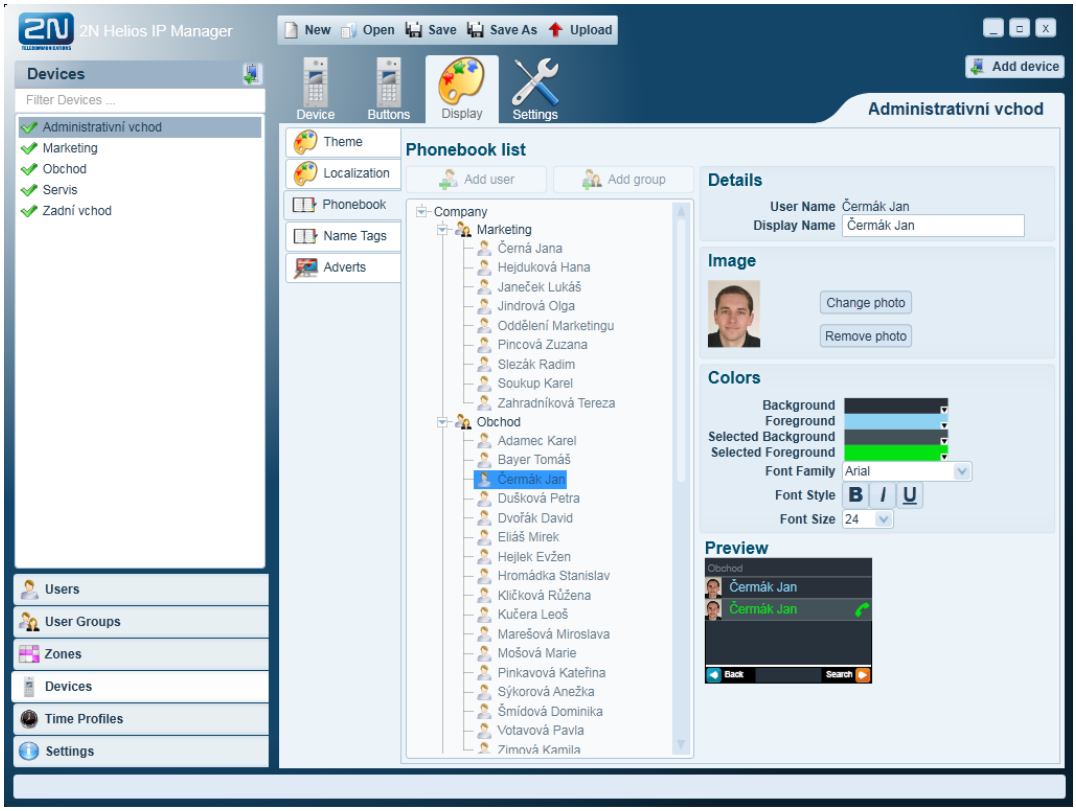


## Phonebook Folder

Use the folder to create the telephone directory to be displayed on 2N® Helios IP. Add users and user groups to the telephone directory structure.

Set the colour scheme and font for each item. Select Theme before adding an item to the telephone directory for bulk setting.

Use the content menu displayed by the right-hand mouse button to arrange and remove items. A group is processed as a single item containing users assigned to the given user group. The list is updated after every change and new users are added tom the end of the group. Arrange the group users alphabetically in the context menu.

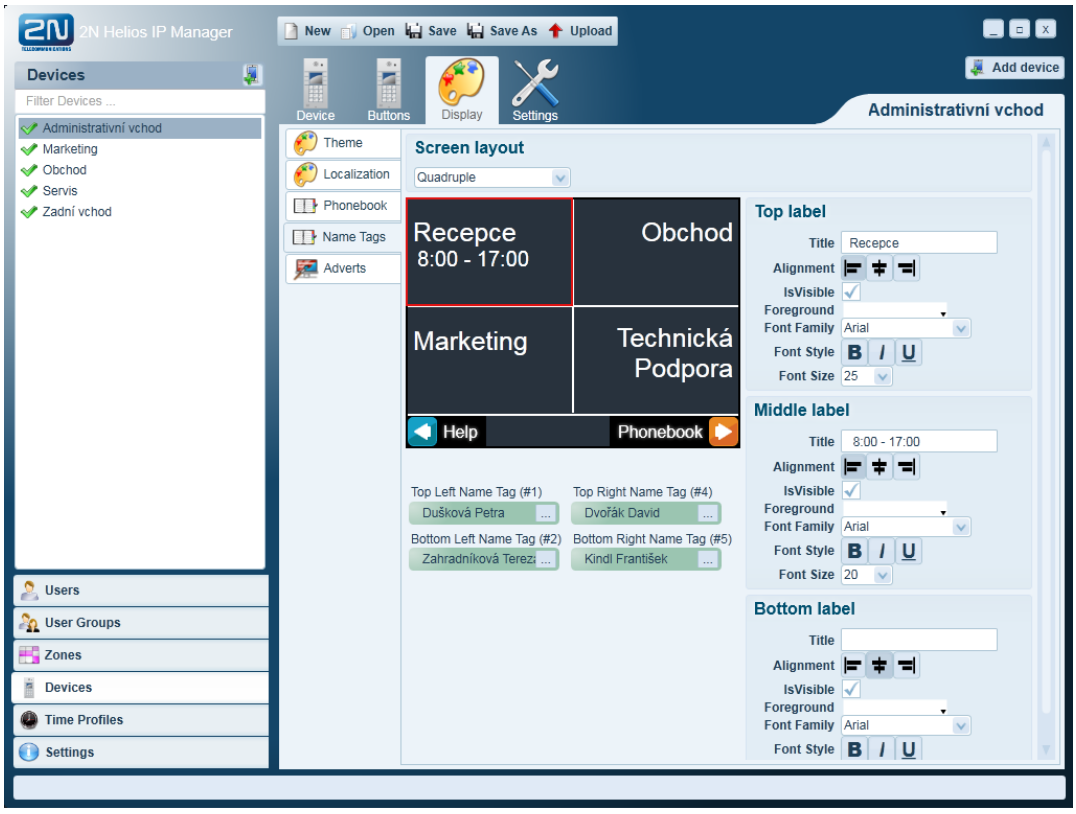



## Name Tags Folder

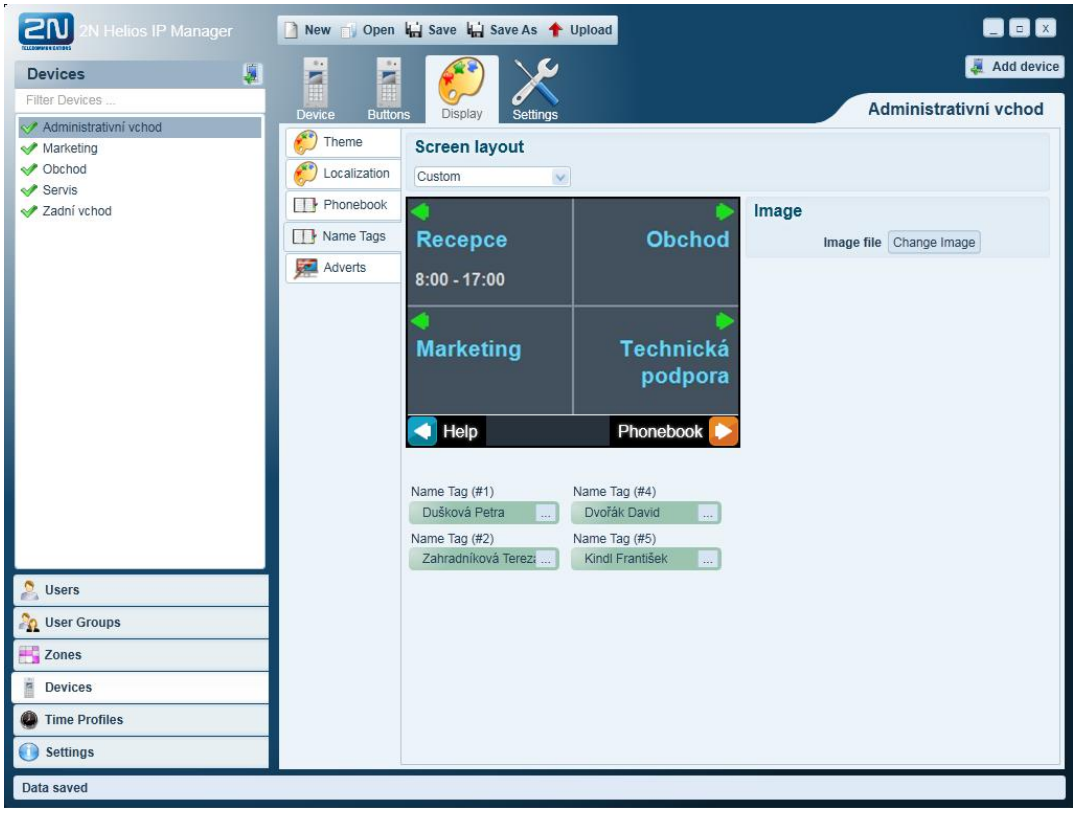
Use the folder to assign users to the speed dial buttons and information to be displayed on the display equipped 2N® Helios IP models. Either set the name tags in the application, or use an image of your own for the background depending on the selected layout type.

Layout types:

- Single – one item
- Double (horizontal) – two items
- Quadruple – four items
- Custom – four items, own background image




In the Custom layout, press Change Image and add an image in the features. The recommended image size is 320 x 208 pixels. A different size will be adjusted automatically.

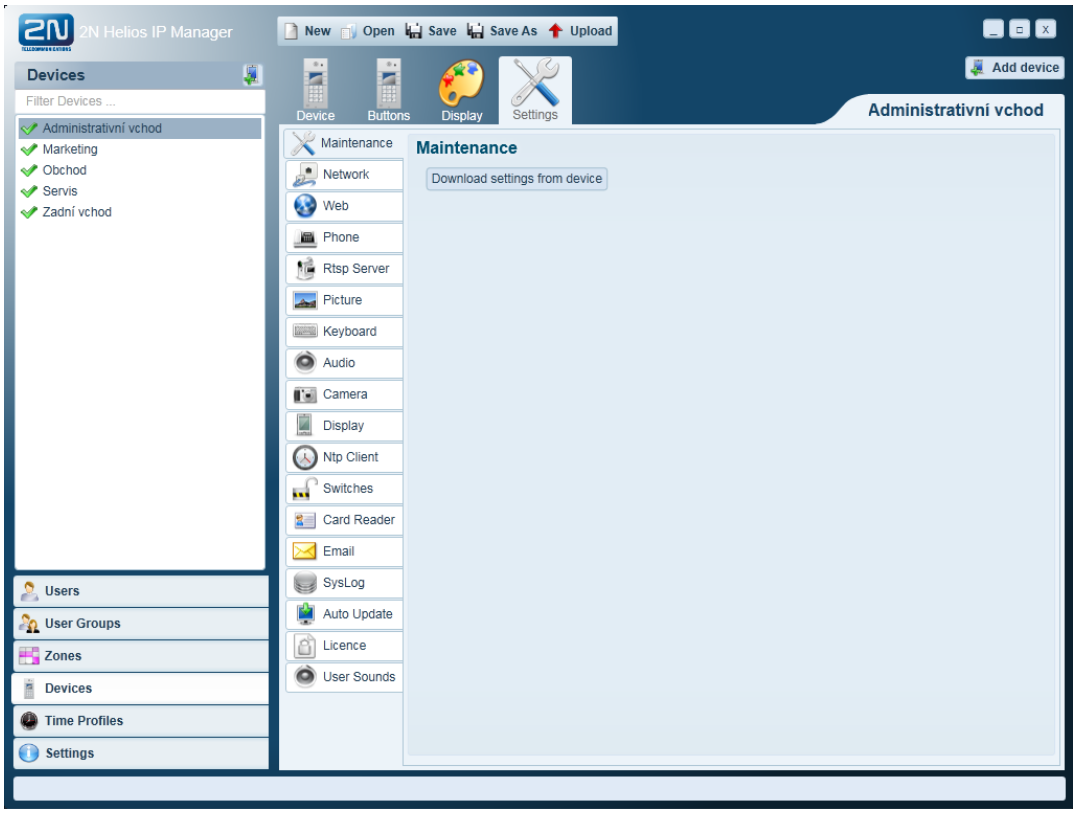


## Adverts Folder

2N® Helios IP allows you to display a set of selected images at idle time. Add any image from your PC to the list, such as your company logo, opening hours or advertisements. Use an image of the size of 320 x 240 pixels to avoid automatic size adjustment. Select the image switching time for each image.

# Setting Device

Use the **Settings** folder to set all of the 2N® Helios IP parameters. Refer to the 2N® Helios IP Configuration Manual for parameter details. Click on **Download settings from device** on the Maintenance folder to load the configurations into the application.




**Attention**

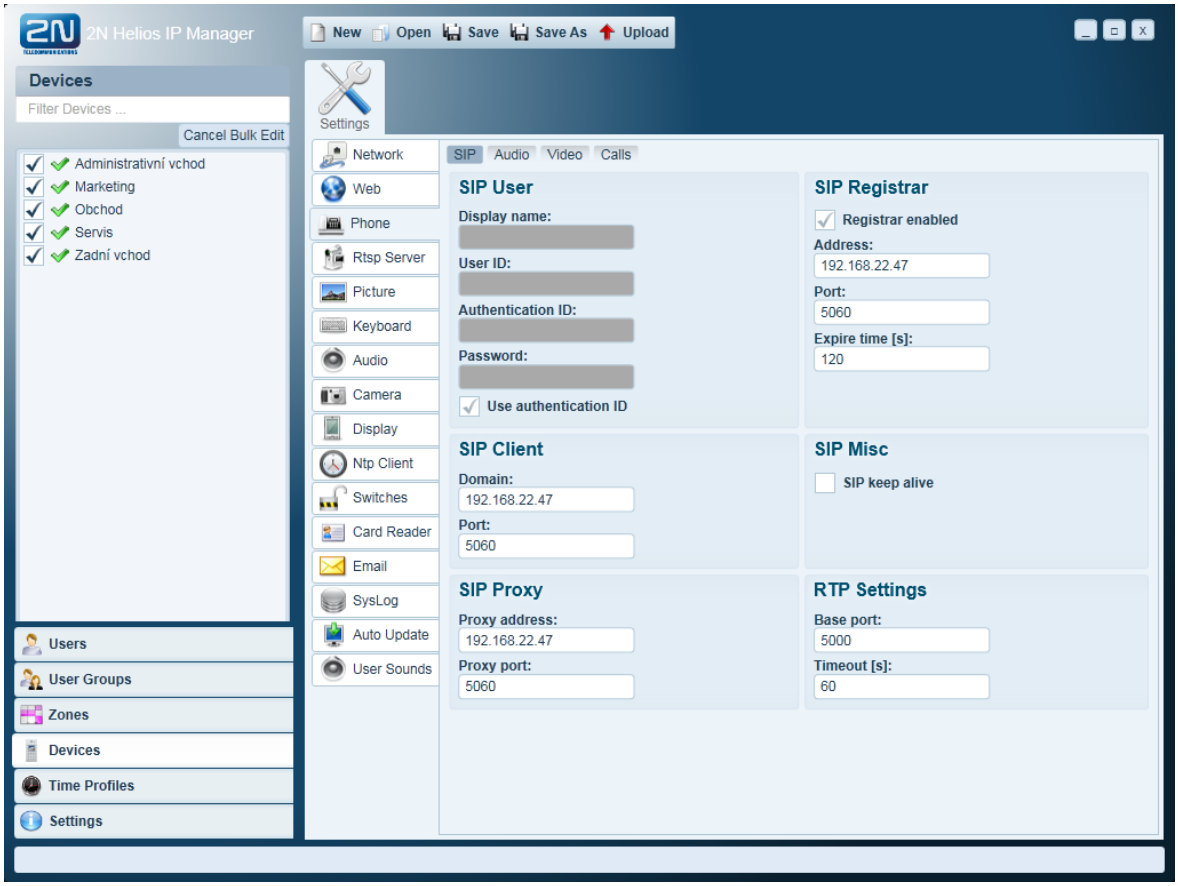
- Before loading a configuration into a device, we recommend you to make sure that the network parameter settings are correct.

## Bulk Parameter Configuration

Use the **Bulk Edit** mode for bulk configuration of parameters for multiple devices. Click on the Bulk Edit context menu in the list of items. Tick off the box in front of the item name to select the device to be configured.

The values of the parameters on a white background are identical for all the selected devices. Grey-highlighted parameters are different for different devices and their values are not displayed. Once set, the value of the grey highlighted parameter will be saved into all the selected devices.

Click on the Cancel Bulk Edit button above the item list to quit the Bulk Edit mode.

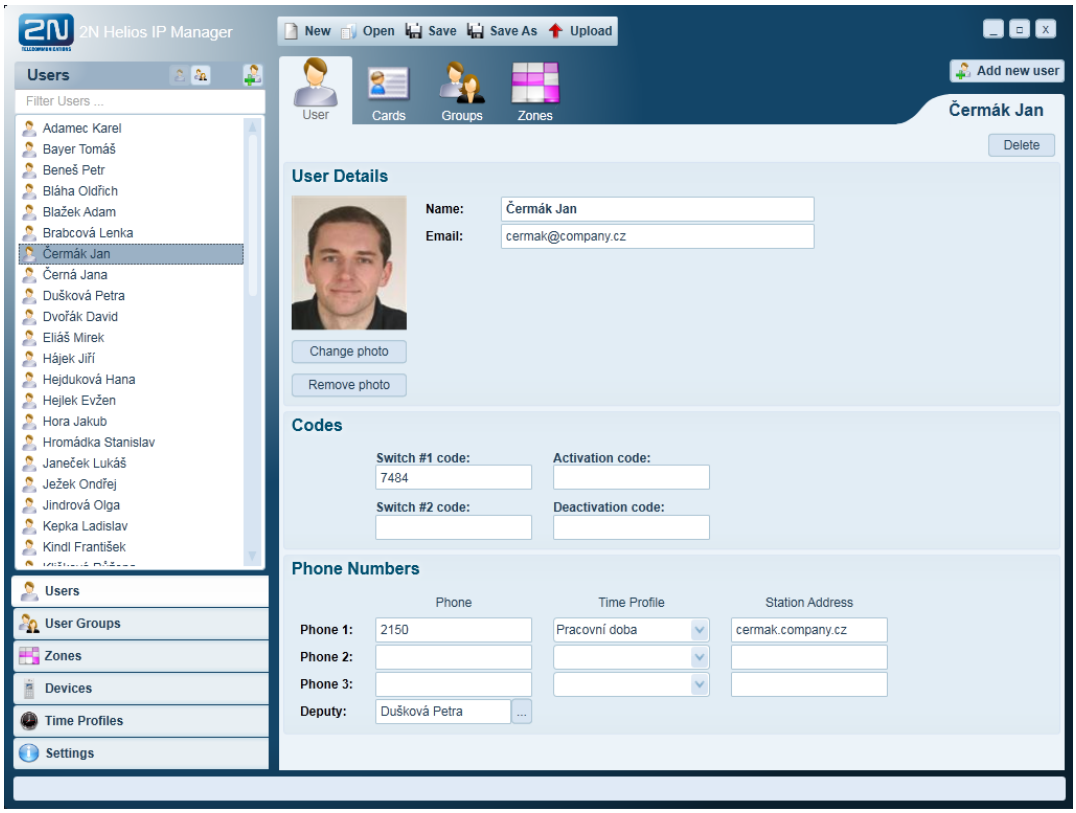



## Tip

- The **Bulk Edit** mode facilitates setting of the parameters that are identical for more devices than one.

# 3.4 Users

A system user is an individual using the intercom system. A system user may have access to a zone or may be available on a quick dial button (name tag) of any intercom in the system.




Creating a user:

- Go to the item **Users** in the tags.
- Call up the context menu **Add new user** in the item list.
- Call up the name and abbreviated name of the user.
- If required, enter the activation codes and set up a photo.
- Confirm the user creation by pressing **Create**.

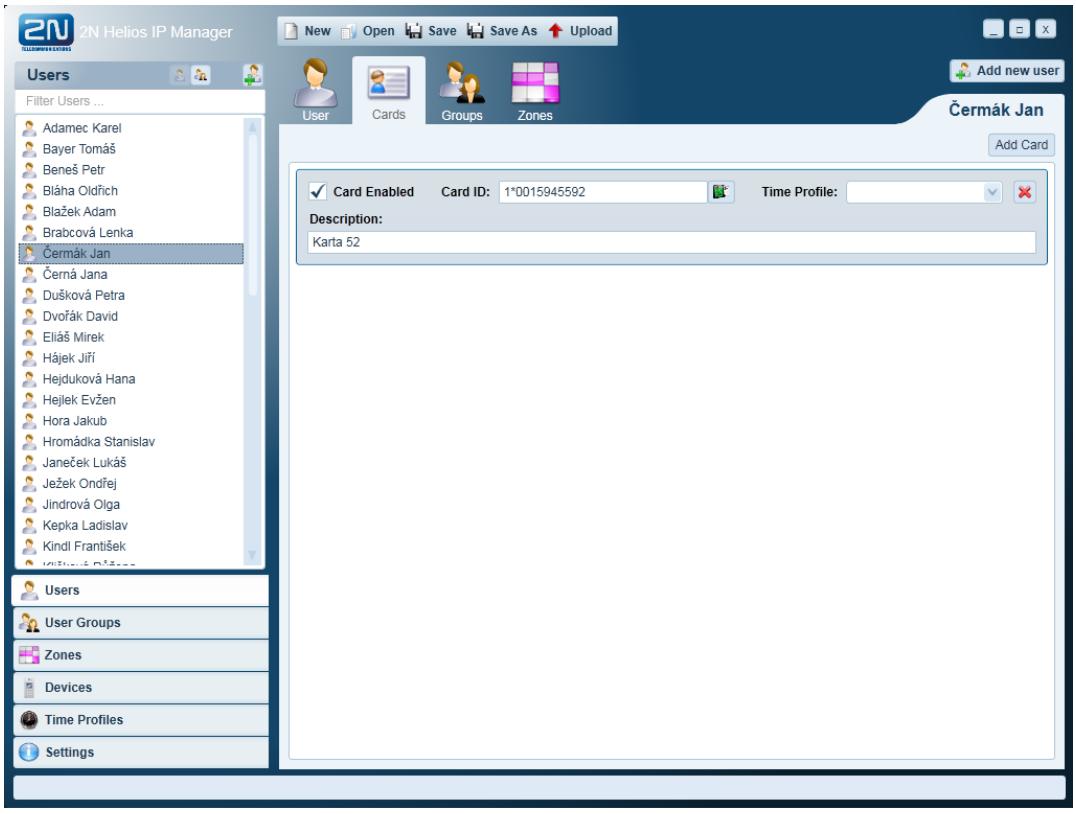
One or more telephone numbers can be assigned to each user and a substitute whom the intercom will call if the user is unavailable. The address of the computer (**Station Address**) on which the HipEye application has been installed can be entered.

**Tip**

- Users can be grouped in user groups that serve for setting up batch access rights for several users simultaneously – refer to Section 3.5.

# Assigning RFID Card to User

RFID cards are used for identifying a user in the system. One or more RFID cards can be assigned to a user. The user RFID cards are edited on each user's **Cards** folder.




Creating a user card using a USB card reader (Part No. 9137420E) connected to the PC:

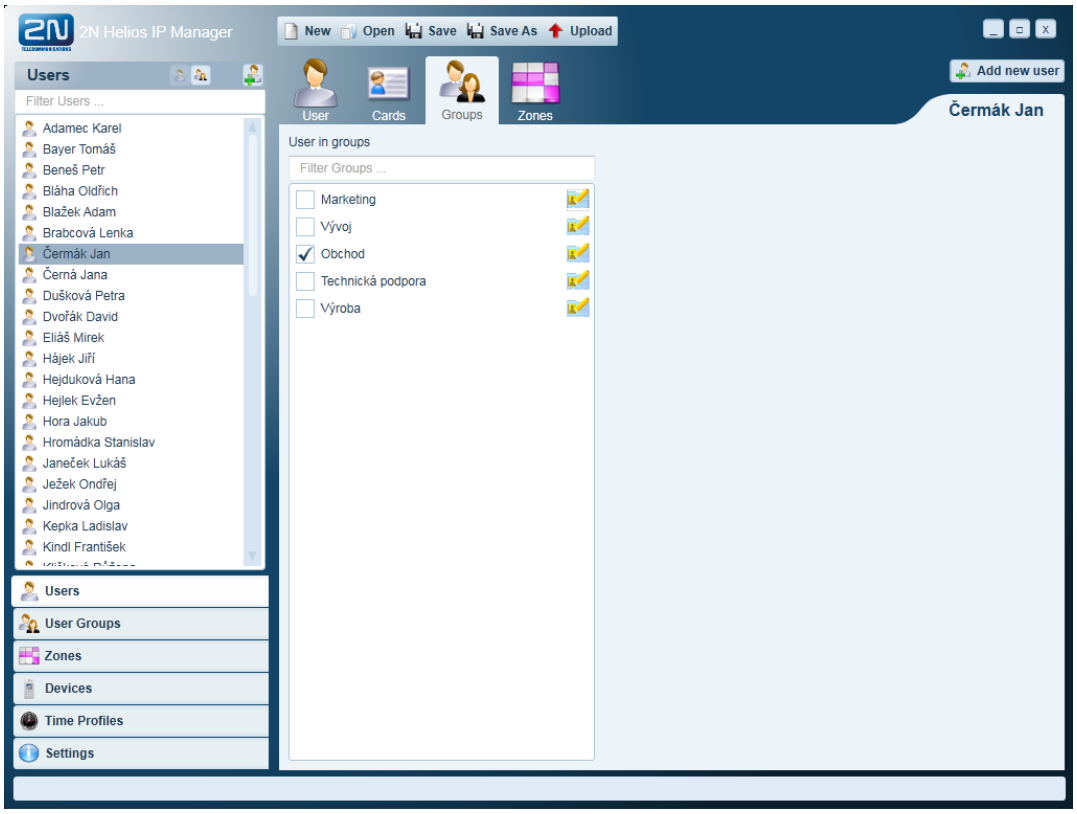
- Press **Create card**.
- Press the green button behind the Identification box.
- Hold the card to the reader (the card number will be filled in including prefix 1*).
- Confirm the card creation by pressing **Create**.

Creating a user card by reading a card in the intercom:

- Read the card in the terminal and find its number in the web configuration interface, Card reader / Access log menu.
- Press **Create card**.
- Fill in the card number including prefix 0*.
- Confirm the creation of the card by pressing **Create**.

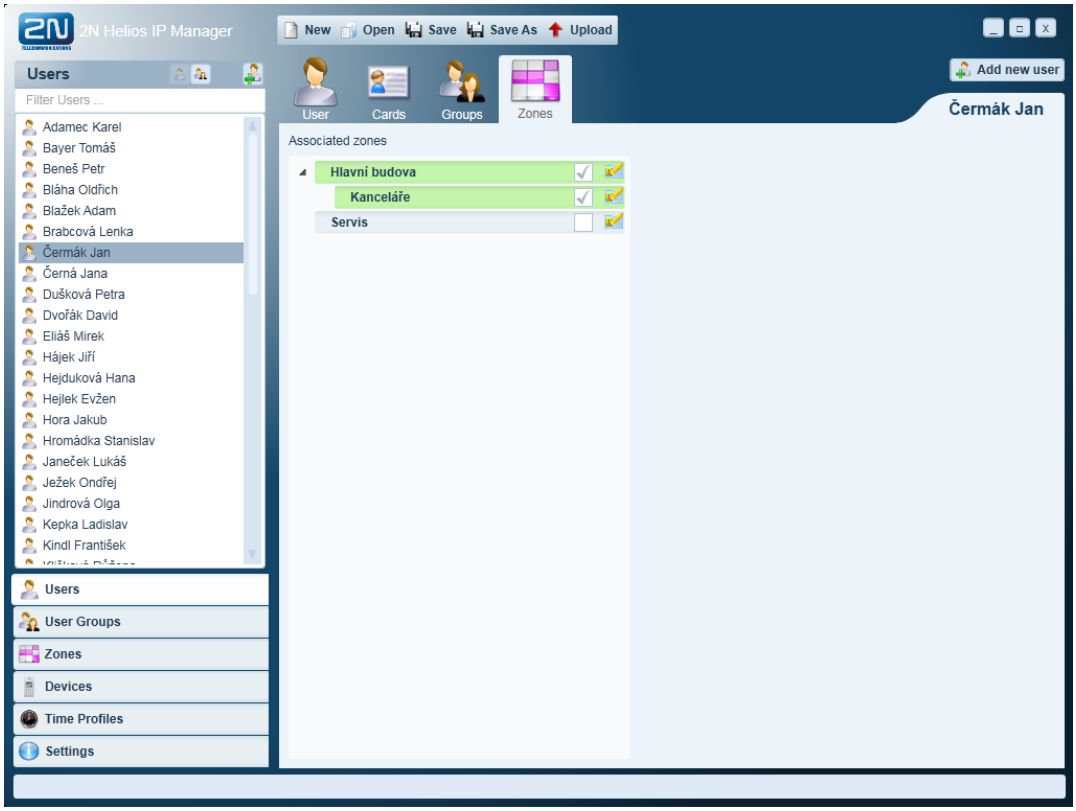
# Assigning User to Group

On the **Groups** folder, users can be assigned to one or several user groups. User groups are used for the batch setup of access rights simultaneously for several users. A user is assigned to a group by checking off the box in front of the name of the relevant group.



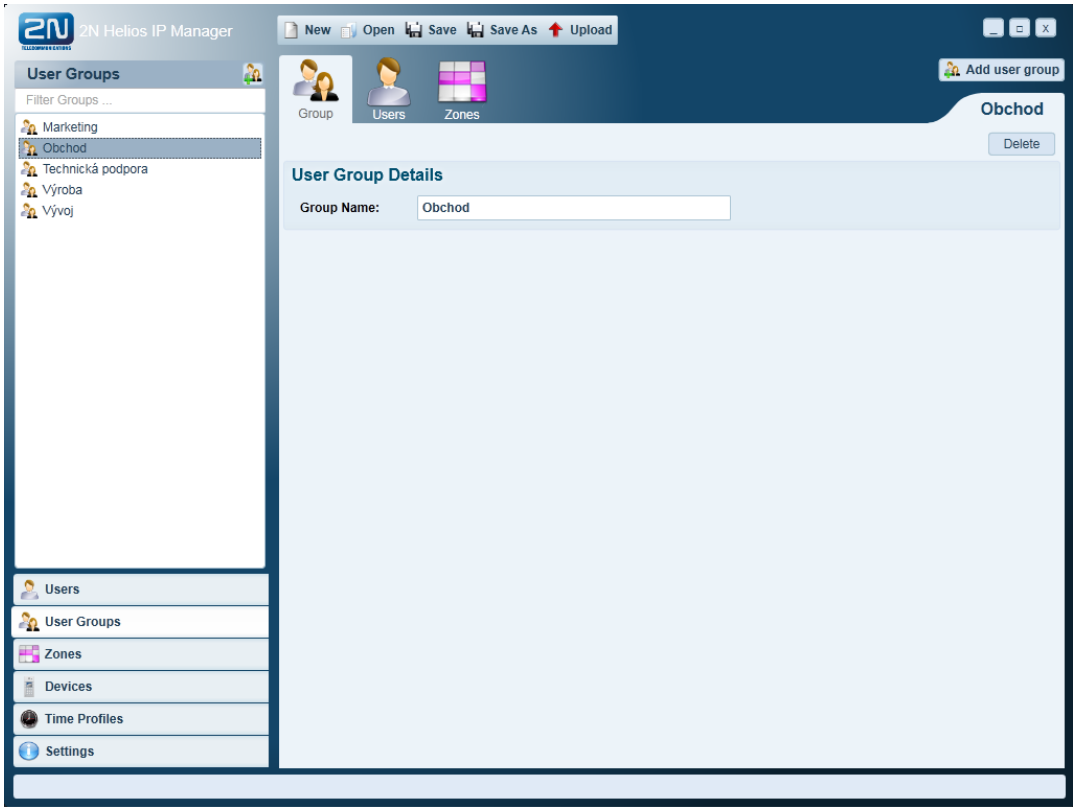
# Assigning User to Zone

On the **Zones** folder, user access rights to individual zones are defined. Access to a zone is permitted by checking off a button after the name of the relevant zone. If access to a zone is permitted, the zone is shaded in green. If a zone is shaded in green even without the box being checked off, the user has access to the given zone permitted due to his membership in a given user group that has access to that zone.



# 3.5 User Groups

Users of the 2N® Helios IP intercom system can be divided into user groups. Those user groups allow for the easier batch assignment of access rights to a greater number of users. When establishing a new configuration, you are recommended to create one user group at least.

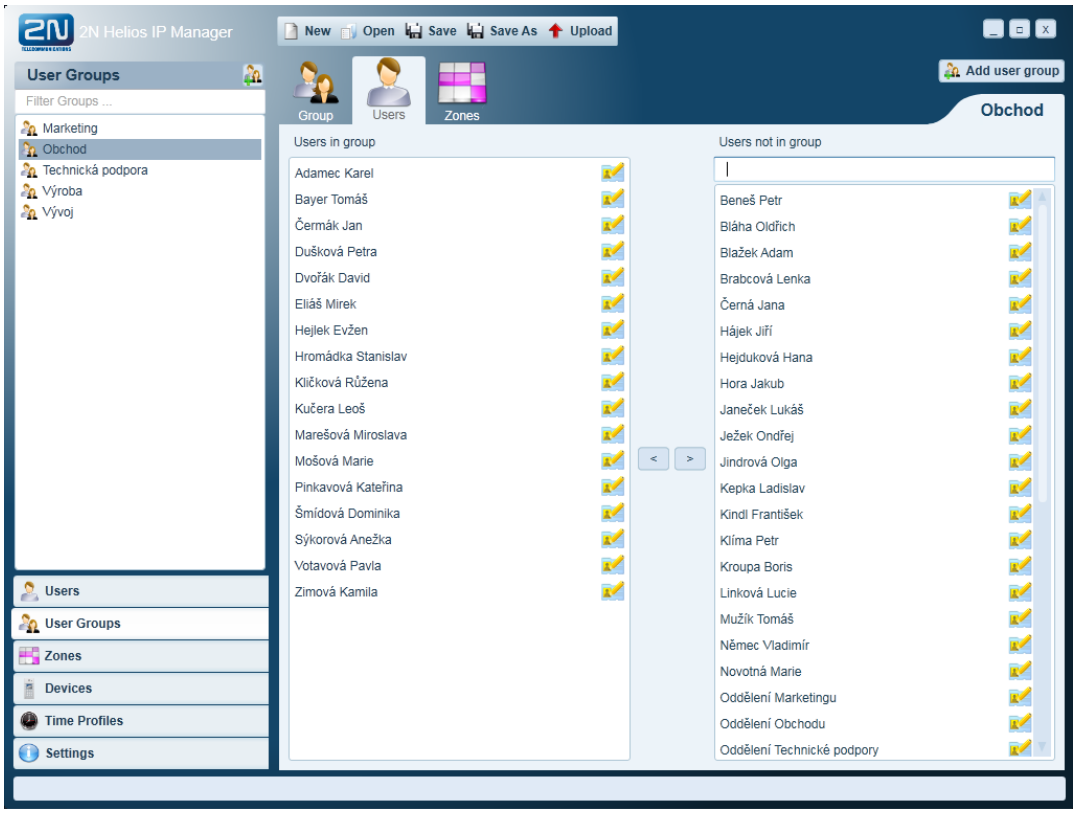



Creating a user group:

- Go to the item **User Groups** in the tags.
- Call up the context menu **Create group** in the item list.
- Enter the user group name.
- Confirm the user group creation by pressing **Create**.

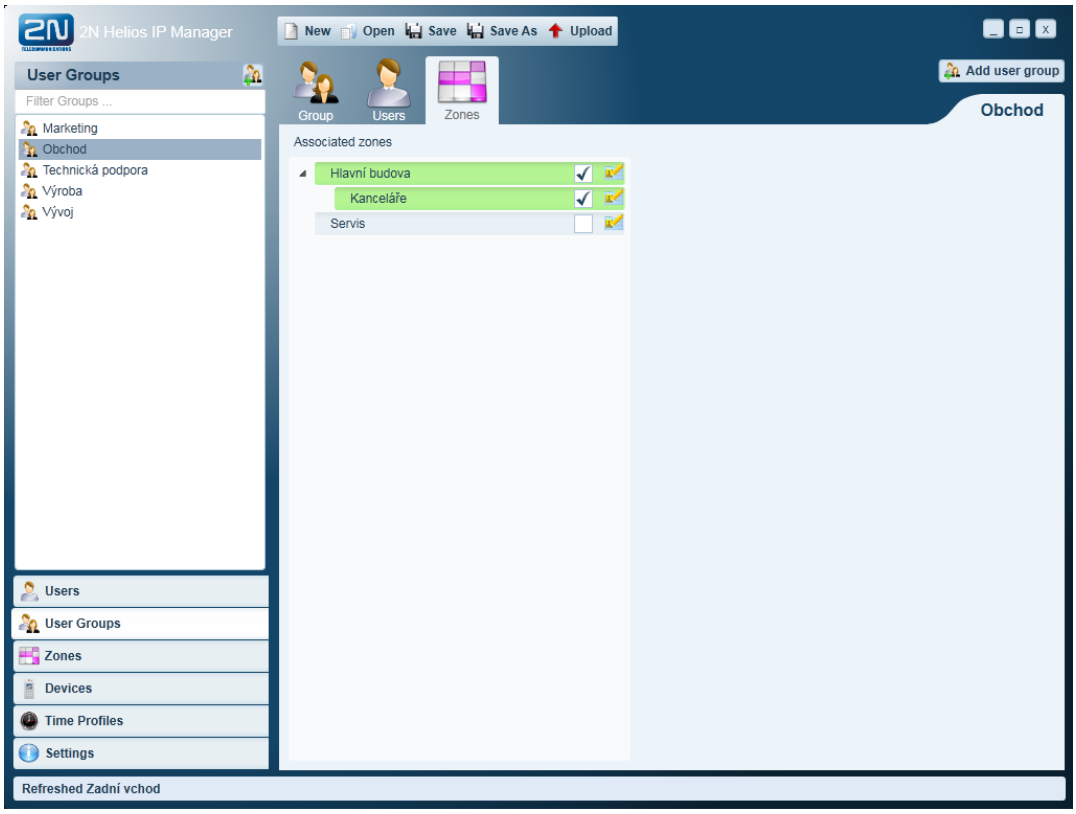
# Assigning Users to Group

On the **Users** folder, users can be added to or removed from a user group. The list on the left shows the selected users and the list on the right shows the remaining users who are not assigned to this group.  Users can be moved by the arrow buttons placed between the lists.



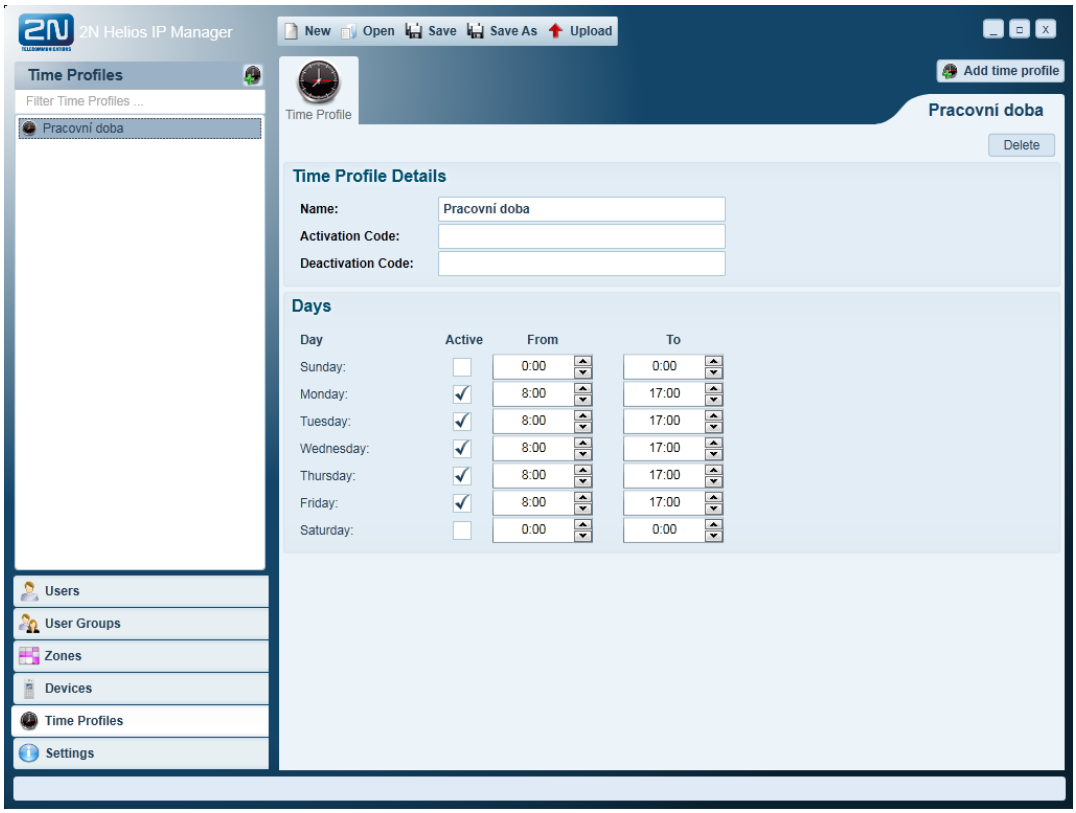
# Assigning User Group to Zone

On the **Zones** folder, access to one or several zones can be set for selected user groups. All users from that group will then have access to the zones selected. Access to a zone is set up by checking off the button behind the zone name – the accessible zone is then marked in green.



# 3.6 Time Profiles

Time profiles help limit the functionality or validity of some of the functions of the 2N® Helios IP intercom. With time profiles, you can manage the validity of telephone numbers, lock codes, RFID cards, etc.

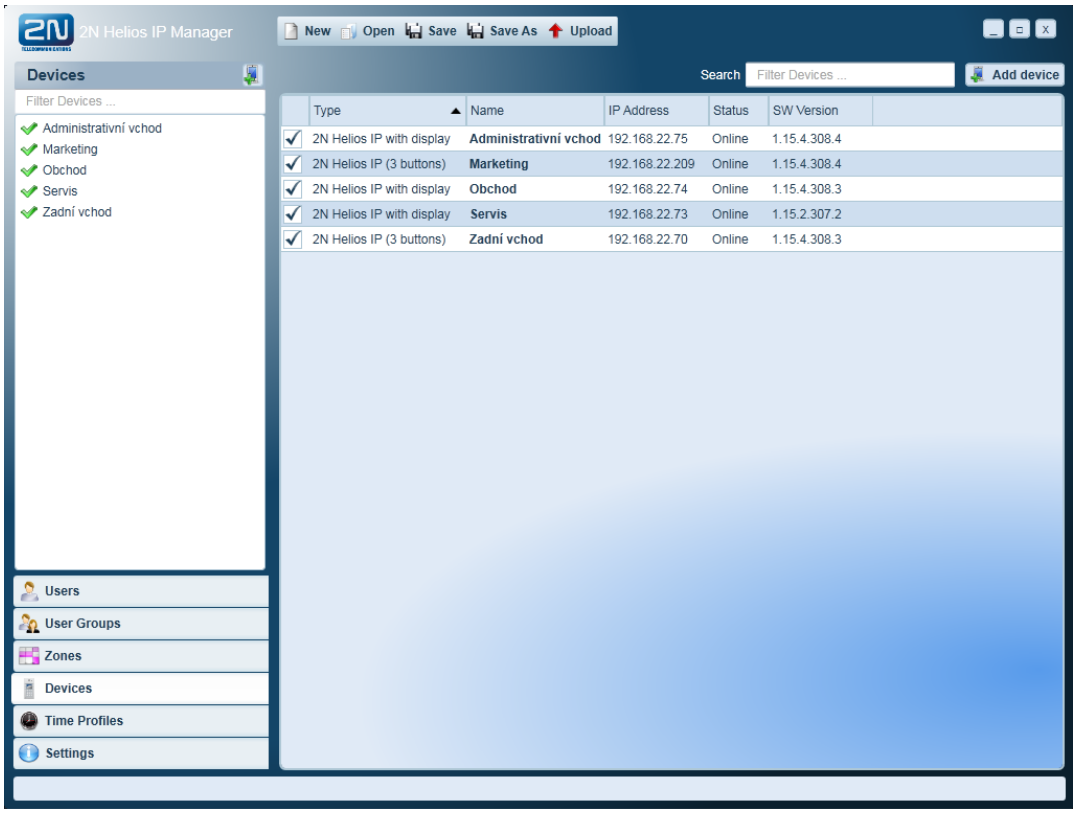



Creating a time profile:

- Go to the item **Time Profiles** in the tags.
- Call up the context menu **Create time profile** in the list of items.
- Enter the time profile name, the term of application and any activation codes.
- Confirm the time profile creation by pressing **Create**.

# 3.7 Uploading Data to Devices

If you want the changes you made in the system configuration to be reflected in the functioning of the administered intercoms, you need to send the current configuration to them. The button **Upload** in the button bar is used for sending configurations to devices. A user simply chooses the devices to which the configuration will be sent by checking off boxes in a list of devices.




Uploading data to devices:

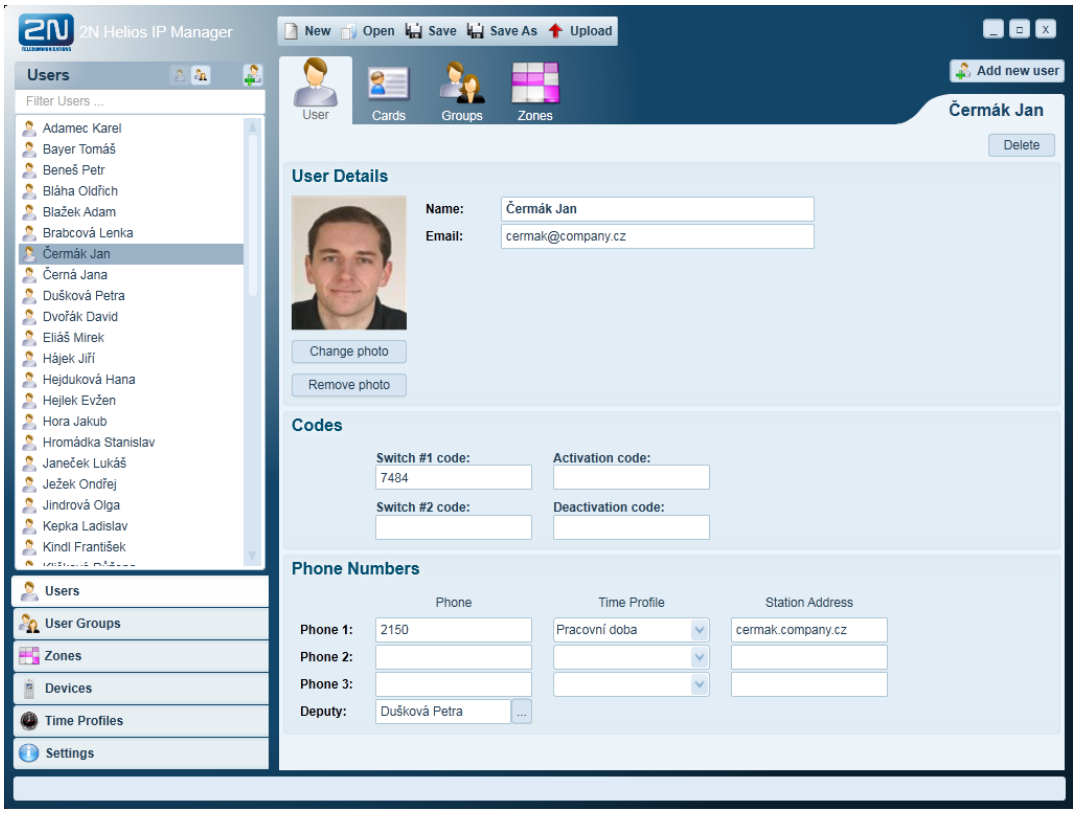
- Double-click on the **Devices** tag.
- Check off all of the devices to which the configuration is to be sent.
- Press the **Upload** button on the button bar.

**Note**

- Before sending a configuration to the devices, make sure that the network parameters have been set up correctly.

# 3.8 Backing up System Configuration

System configuration is stored on the administrator's computer in the form of a configuration file (xml). The current configuration can be saved on the computer disk by pressing **Save** and loaded with the **Load** button in the toolbar.




**Attention**

- The configuration of the system cannot be fully reproduced by loading data from each device. The complete system configuration is only saved in the configuration file on the computer of the system administrator. The configuration file is required for modifying system settings in the future; make sure you have backed it up properly.